

**Rosemary Garfoot Public Library Board Meeting
Tuesday, February 21, 2012, 5:15 p.m.**

**Present: Charity Hirsch, Denise Baylis, Sue Stumpf , Steve Schunk
Also Present: Pam Bosben**

- I. Call to Order: Sue called the meeting to order at 5:15 pm
- II. Public Comment: None
- III. Approval of Minutes from the January 17, 2012 meeting (action item): Charity motioned approval/Denise seconded/motion passed
- IV. Treasurer's Report: Cash management account at \$220,797.04, checking account at \$9919.72.
- V. Approval of Bills (action item): Denise motioned approval/Charity seconded/motion passed.
- VI. Director's Report: Early release on Valentine's Day. Library showed *Willy Wonka*. Catherine ran a contest inviting kids to design a valentine to be sent to their favorite book character. Staff in- service was held to provide training on Overdrive. Jean Anderson, SCLS consultant, demonstrated how to use Overdrive in conjunction with Kindles and Nooks. The library has been experiencing an upsurge in requests from patrons asking for exam proctoring, on-line courses, and internet training. Due to staff time required, the library is encouraging patrons to set-up appointments for those needing extended assistance.
- VII. Old Business
 - a. NEH Grant Update: Fundraising website is being designed. Action Teams Workshop for fundraising ideas is being held at the CUNA building on 2/23/2012.
- VIII. New Business
 - a. 2011 Annual Report (action item): Steve motioned approval/Denise seconded/motion passed. Reviewed letter re: "system effectiveness" to be sent to DPI. Denise motioned approval/Charity seconded/motion carried.
 - b. Village of Cross Plains Organizational Study: Last year Department Heads were interviewed re their concerns and vision for the future. MSA Professional Services compiled data which was presented at the 2/13/12 Village Board meeting. Section pertaining to the library contained some minor inaccuracies including FTE staffing numbers and an incomplete mission statement. The recommendation in the report was to start exploring the idea of a library district in 2013. Currently there is no state law pertinent to library districts. It was noted that the report is intended to simply be a guiding tool.

- c. Authorization of payment for ILS/Technology services: The Board agreed to send a letter along with payment. The letter outlined expectations pertinent to on-going concerns with Koha and the need for revisions to the 2013 contract. Motion Steve/ second Denise, to send payment for ILS/Technology services along with a letter outlining expectations. Motion passed
- IX. South Central Library System/Dane County Library Service Updates
- a. Koha Update: SCLS staff are visiting member libraries to discuss Koha issues. Cross Plains and DeForest will meet 2/22/12 with SCLS Director, Martha Van Pelt and SCLS Board President, Gary Poulson.
 - b. Dane County Standards: A group of Dane County library directors had a discussion with Dane County Library Director, Julie Chase, to ask about the possibility of altering the library standards to allow for the option of a second ILS in Dane County. This request will need to be discussed with the Dane County Library Board.
- X. Next meeting: March 20, 2012
- XI. Adjournment: Steve motioned/Denise second/meeting adjourned at 6:45 pm